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MEMORANDUM FOR:

SUBJECT: Coordination Within Common Instruction ~~22 APR 1978~~ By: ~~O/S/C~~

~~24 July 1950.~~ 18

NO CHANGE in Class.

DECLASSIFIED

Class. CIAHQD TO: TS S C

DDA Memo, 4 Apr 77
Auth: DDA RRS 77/175

1. Coordination between the three courses of Common Instruction is essential if we are to present a unified, progressive training program.

2. While efforts are being made to accomplish coordination from the top, it seems to me that results in that direction can be achieved only if there is active liaison and exchange of ideas and people between the three courses.

3. I suggest therefore that whenever time allows instructors attend, audit, or sit in on occasional lectures of those courses with which they are not primarily concerned. Furthermore, I suggest that all instructors familiarize themselves with the training material used by the courses of Common Instruction.

4. I would urge you especially to familiarize yourselves with the S.O.C. which although perhaps less interesting than the other courses, is not only a vital part of TRD but the door through which new employees enter CIA.

5. Comments and criticisms should be addressed to the Chief Instructor concerned who should make appropriate adjustments of the courses after consultation with me.

6. I hope that a similar exchange program can be instituted with other sections of TRD, particularly with the ASTS.

7. Please circulate this memorandum to all instructors on your Staff.

Chief, Common Instruction

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